



## CPMSUPR Web-Application Release 5.0 New Features Fiscal Year 2006

BHPr is pleased to announce the release of the improved Bureau of Health Professions (BHPr) web-based Comprehensive Performance Management System and Uniform Progress Report (CPMSUPR) system. Based on users and stakeholders feedback, we have made several enhancements to the CPMSUPR system for Fiscal Year 2006. The improved CPMSUPR Web-based application has been enhanced to incorporate the following **New Features** and **Enhancements**.

### CPMSUPR New Features



**Auto-Accepting Returned Reports for Corrections.** If/when reports are sent back (by the Reviewing Project Officer -PO) to the Project Investigator / Project Director (PI/PD) for corrections; users will now have the automatic "accept report" function enabled. In the past, users had to acknowledge the 'accept for correction' manually. This feature has been automated! and now the next time a grantee access the grant -after it has been returned for corrections-, the system will automatically mark the report as accepted for corrections, and re-direct the user to the assign-grants screen for re-assignment, re-work and re-submission of the report to the PO.



**Print Confirmation of Submit Report.** Users will be able to print the confirmation screen for their records. When reports are submitted to BHPr PO for review the user receives a confirmation email and a confirmation screen of the submit-report action. Users will now be able to print this on-screen confirmation page which will display the grant, report type and date of submission. Users can also track all actions that have occurred in the report for the reporting year by using the search screen.

### CPMSUPR Enhancements



**Enhancements to the email text notifications** and on screen confirmation messages displayed to grantees after workflow actions are performed. Users will receive emails with descriptive text of 'next steps', directions to access the web-application (URL will be displayed).



**New Improved Help-Master** tool that includes instructions for New Features, new data entry progress and performance tables, new modules and new functions in web-application. Instructions to all new system screens and new reporting guidelines have been added to the help master. Help also includes instructional step-by-step, how to, and troubleshooting guidelines. A new version of the frequently asked questions has also been posted.



**Enhancements to context-sensitive text** to simplify user navigation. For example "View Comments - Link" has been added to all data entry screens to direct users to view ALL comments made at screen and report levels. The application has also several places in which 508 compliant user sensitive and context sensitive text descriptions have been provided. Also, Reporting dates have been added to all data entry screens to aid users when providing their progress (UPR) data.



**Data Entry Screens.** There are (5) new data entry screens and a total of (17) screens that have been enhanced and modified to collect progress (UPR) and performance (CPMS) data. For example in the CPMS section several collection tables have been modified and the CPMS questionnaire itself has been re-designed.



**Print Comments.** The System will allow users to print comments. The format in which the printing is produced is consistent with the printing methods used for all screens. The print comment page includes the grant number, report type, date and number of page in the report.



**Cross Form Validation.** The system validation rules have been revised and enhanced to aid users and validate integrity of data. Instructions have been added, and messages have been revised. Validation of the report at the time of submission has been enhanced. Messages have been classified as 1) warning and/or 2) errors. Line-by-line descriptions of errors/warnings have been added, directing users to fix errors in specific tables to ensure integrity of data. Links have been provided so that users can easily navigate to the forms and correct the required data to pass validation of any errors/warnings encountered during report submission. Additional CPMS validation rules have also been added (e.g. validate that Faculty data is provided, etc.)

For technical help please call HRSA Call Center 1-877-Go4-HRSA (1-877-464-4772) or email [CallCenter@HRSA.GOV](mailto:CallCenter@HRSA.GOV)

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